

MEMORANDUM TO: Dr. David Williams
Chief Medical Officer of Health

FROM: Samantha Poisson
A/ Assistant Deputy Attorney General, Recovery Secretariat

DATE: March 31, 2021

RE: **Vaccination Sector Information – courts and justice system workers (including probation and parole)**

Good Afternoon,

On behalf of the Ministry of the Attorney General’s Recovery Secretariat, we are taking this opportunity to provide information to support an understanding of occupations that may be considered *essential* within the “**courts and justice system workers (including probation and parole)**” category. We are sharing this information to help Public Health Units as they plan for Phase II of the vaccination rollout process.

The justice sector encompasses a large range of individuals, both internal and external to the Ontario Public Service, who provide essential front-line justice services to Ontarians.

Recognizing that each Public Health Unit is responsible for coordinating their individual vaccine administration, these details are provided as an aid only.

Public Health Units may wish to consider the following occupations in their planning efforts:

- Courts administration staff and managers (federal, provincial and municipal courts)
- Victim and vulnerable persons staff and managers including the Victim Witness Assistance Program
- Crown counsel and crown business administrative staff
- Tribunals staff and managers
- Counsel and staff of the Office of the Children’s Lawyer and Office of the Public Guardian and Trustee, as well as clinical agents and counsel providing work on a fee-for-service basis
- Judicial officials and quasi-judicial officials (eg. Judges, Justice of the Peace, Masters, Hearings Officers, Tribunal chairs and vice chairs, adjudicators, mediators, etc.)
- Court security/police and security for MAG facilities
- Corrections staff responsible for transport

- Lawyers and paralegals
- Legal Aid staff and lawyers
- Process servers
- IT support working in MAG facilities or providing services to support MAG operations
- Internal and external social and human services delivery organizations (eg. Elizabeth Fry Society, John Howard Society, Addiction Services, Salvation Army, N’Amerind, local indigenous peoples court support providers, etc.)
- Social workers and other social services staff providing in-person client services (including youth justice workers, OW and ODSP case workers)
- Courthouse cleaning staff
- Staff supporting legal appointments
- Enforcement and investigative agencies
- Courthouse building maintenance workers
- All probation and parole staff required to travel to First Nations communities
- All probation and parole staff (eg area managers, assistant area managers, adult probation and parole officers, support staff, community support representatives, program delivery officers, community correctional workers) working in, or attending probation and parole offices and/or courthouses

Please note that this is **not** an exhaustive list, but rather a general overview of occupations that may fall within the *essential workers who cannot work from home* category.

We hope that this information might help local Public Health Units in their efforts to make vaccine implementation decisions that are consistent across the province.

If you have any questions please connect with us at: MAGRecoverySecretariat@ontario.ca

MAG Recovery Secretariat